

MEMORANDUM

TO: Building Permit Applicants
FROM: City of Arco
SUBJECT: **REQUIREMENTS FOR SUBMITTING PLANS FOR SINGLE AND MULTIPLE FAMILY DWELLING UNITS, ADDITIONS AND GARAGES**

This memorandum is a statement of our office policy on submitting plans for approval to obtain a building permit.

To efficiently expedite the plan review process, it is imperative that the plans submitted for approval be complete.

A **LIST OF REQUIREMENTS** is attached to assist you in presenting a complete submission for review.

All plans submitted to this office for review will be required to be **complete**. Submissions not meeting this requirement may be returned.

NOTE: Attached drawings are to serve as examples of basic construction details. They are not intended to serve as substitutes for required submitted drawings, nor do they encompass all the I.B.C. Code requirements. Drawings are to be based on the project being submitted for approval. **The granting of a permit does not presume to give authority to violate or cancel the provisions of any state or local law regulating construction or the performance of construction. It is the responsibility of the builder to be aware of the code requirements.**

Thank you,
City of Arco

City of Arco

Building Permit Information

- All building specifications are in accordance with the 2018 ICC.
- A building permit must be obtained from the Building Department at:
302 W Grand Ave, Arco, Idaho
- Investigation Fees are charged where work is started before obtaining a building permit.

Information needed with your application:

- 2 copies of your submittal documents are required as per section 106. One will be submitted with your application to the building department, the other must **always be available at the job site**.
- Plans must include a drawing or photo of plot showing the location of the proposed building on the site.
- A copy of a valid sewer permit
- The appropriate fee according to the City of Arco Permit Fee schedule
- Any other item that the building department deems appropriate
- All submittals require an estimated cost of construction, bid construction cost and final amended as built construction cost.

When you submit your application make sure that you have the correct property description, that your lot size is appropriate for the zone that you are building in and whether you are in a flood zone.

Per Idaho Code 15.08.020 Building Permits may be issued after the construction plans and applications have been reviewed and approved by the building official and after the appropriate building permit fees have been paid.

If any of these items are incorrect, it could delay your application!

Inspections & all specifications are in accordance with the 2018 ICC.

The permit holder or his agent must notify the building department when work is ready for inspection. In addition to special inspections which may be necessary, the following inspections are required:

- 1. FOOTING INSPECTIONS;** Trenches are excavated to the proper depth and rebar is in place in the footings and dowels are set.
- 2. FOUNDATION;** Forms are in place, rebar in position, both horizontal and vertical, any block outs in place. Cold joints must be doweled.
- 3. FRAMING INSPECTION;** To be made after the roof, all framing, fire blocking and bracing are in place and all pipes, chimneys and vents are complete and rough electrical, plumbing and heating wires and pipes and ducts are approved.
- 4. ENERGY INSPECTON,** Must meet energy code as stated in the 2018 International Energy Conservation Code.
- 5. SHEETROCK;** After sheetrock is installed, BEFORE taping.
- 6. FINAL INSPECTION;** To be made after finish grade and building is completed and ready for occupancy. There will be no occupancy until the Butte County Building Inspector makes the final inspection.

Other inspections and a survey of the lot may also be required by the public building official to verify compliance of the structure with approved plans and zoning ordinances.

Certificate of Occupancy

The code requires that a certificate of occupancy be posted in a conspicuous location in the building. This posting makes it possible for personnel of the building department as well as other agencies to determine whether the building is being used in compliance with the code.

IMPORTANT NOTE: It is the responsibility of the permit holder or his agent to notify the building inspector 48 hours in advance of any inspections required.

Building Inspector:
Craig Wornek
208-317-7065

City Planning & Zoning:
Rebecca Lange
208-527-8294

OTHER INSPECTIONS AND FEES

1. Inspections outside of normal business hours **ALL INSPECTIONS AFTER 5:00 P.M.**
2. Re-inspection fees assessed under provisions of Section 108 **\$47 per hr**
3. Inspections for which no fee is specifically indicated (half hour minimum) **\$47 per hr**
4. Additional plan review required by changes, additions, or revisions to approved plans (half hour minimum) **\$47 per hr**
5. Plan check fee in amount of **65% of Building Fee will be charged** for commercial projects.
6. Plan check fee in amount of **30% of Building Fee will be charged** for any other building permit.

NAME: _____ PERMIT NUMBER: _____ FEES PAID: _____

PROPERTY ADDRESS: _____

City of Arco Residential Building Permit Application

Building Permit NOT required for: Re-Roofing, Window Replacement, Storage Sheds under 200 sq.ft.

Contractor Name: _____ License No. _____

Business Address: _____ Business Phone: _____

Property Owner Name: _____ Phone: _____

Legal Description: _____

(Platted Subdivision, Block, Lot)

Zone: _____ Physical Address: _____

Construction Type *(Select all that apply)*:

Single Family Multi-Family Addition Garage

Storage Shed Fence over 6 ft (\$7)

Other _____

Total Square Footage: _____ Number of Bedrooms: _____

Basement: _____ Main Floor: _____ Second Story: _____

Garage: _____ Other: _____

Heat Type: Propane Electric Natural Gas Oil

Sewer Permit# _____

Estimated Cost of Construction: _____

Anticipated Starting Date: _____

Signature of Applicant

Date

Required Documents:

1. A plot plan must accompany all plans indicating all property lines, setbacks, easements, legal description, North designation, name of owner, show all structures and dimensions.
2. Footing or Basement plans consisting of:
 - a. Fully dimensioned plan
 - b. Footings showing dimensions and locations, and steel requirements
 - c. Exterior walls showing location and size of all door and window openings, with window well depth
 - d. Interior walls showing location of all bearing walls, beams, beam sizes, and width of any openings, doors, etc.
 - e. Room designation, bedrooms, bath, etc.; and if basement is finished
3. Main and Second floor plans consisting of:
 - a. Fully dimensioned plan
 - b. Exterior walls showing location and size of all window and door openings
 - c. Interior walls showing location of bearing wall, beams, beam sizes, and width of any openings, door, etc.
 - d. Room designations, kitchen, bedroom (s), bath (s), living room, etc.
4. Roof Trusses by approved manufacturer and full layout detail (**Homemade trusses not permitted**)
5. All four elevations (front, rear & sides) showing orientation, N.S.E.W.
 - b. Extent of foundation walls and footings, including retaining walls
6. Building cross section(s) consisting of:
 - a. Footing to roof, showing roofing material, (Note: all cedar shingles & shakes must be number 1), all vertical dimensions, finished floor, to ceiling, footing depth, R-value of exterior walls, types of wall covering, drywall, brick, stucco, siding, etc...
 - b. Stair sections, including railing height, riser height, tread width, headroom height, any railing (s), height and spacing of spindles
7. Complete door and window schedules, make, type, size distance from floor, U-value, special glazing (i.e. tempered)
8. Driveway and drainage swale design, and storm drainage runoff design, if required
9. Layout of heating supply and return ductwork, sizing, and location, including combustion air and exhaust air
10. REScheck Compliance Certificate (<https://www.energycodes.gov/rescheck>)

For Internal Use Only

Application and Accompanying Documents Received _____
Date

Reviewed By:

Building Inspector _____
Signature Date

Approved

City/P&Z Official _____
Signature Date

NOT Approved

City Maintenance _____
Signature Date

Notes: _____

Contacts

Building Inspector:

Craig Wornek
Phone: 208-317-7065
E-mail: DCW@atcnet.net

Notes:

Contacted []

Electrical Inspector:

Mark Tunks
Phone: 208-220-4580
Inspection Request 800-839-9239

Notes:

Contacted []

Plumbing Inspector:

Robert Crispin
Phone: 208-768-7948

Notes:

Contacted []

Health Department Contact

178 Sunset Dr.
Arco, ID 83213
Phone: 208-527-3463

Notes:

Contacted []

City Building Department:

Rebecca Lange
P.O. Box 196, Arco, ID 83213
Phone: 208-527-8294
E-mail: rlangearcopz@yahoo.com

Notes:

Contacted []

FILL-IN-THE-BLANK WALL SECTION DETAIL AND RETURN

ROOF SNOW LOAD 35 PSF

Pre engineered Trusses by _____

Roofing Type: _____

Sheathing Size: _____

_____ x 12 Pitch

Attic Ventilations: Type & how much _____

_____ R-Value Ceiling Insulation

(2) 2x _____ Top Plates
2 x _____ Header Typical

Wall Bracing in accordance with
IRC & IBC 2018

_____ 2 x _____ Interior Walls

Window Mfg
Style _____ U-Value _____

Exterior Siding

Sub Sheathing

2 x _____ Wall Stud
@ _____ o/c

Gypsum Board
R Value _____ Wall Insulation

Cross Bridging as
Required by Code

Floor Sheathing

Floor Joist type & size

Ground to Wood
6" minimum
2% Ground Slope From
Dwelling

Redwood or Treated Sill Plates
Required when in contact with
Any Concrete

← 2 x _____ Bearing Walls

1/2" x 10' Anchor Bolts @ 6' o/c
Max. 12" max. from end of 2x

Crawl space Ventilation:
Type & how much _____

Min.
30" frost Depth

_____ " Thick Concrete Wall

1/2" # 4 Rebar @ 24" o/c Horiz &
Vert. min.

Insulation in Bsmt to be
covered w/gypsum bd. Or
flame ret. Vis.

Damp Proofing Required
Below grade.

R Value _____ Wall Insulation
Min. Elect. R-19 all other R-11

All rebar to be tied in place
Ftgs. Included

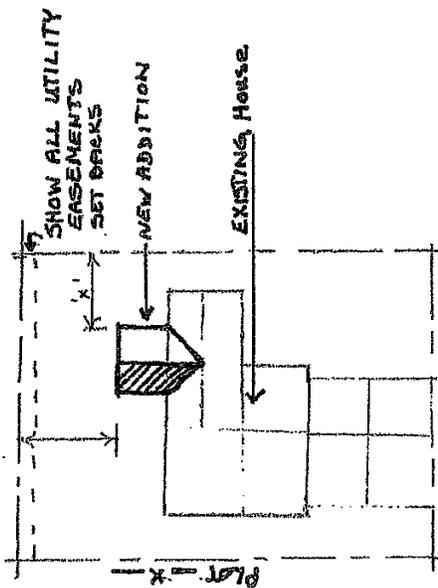
_____ x _____ Footing
On undisturbed soil

4" concrete floor

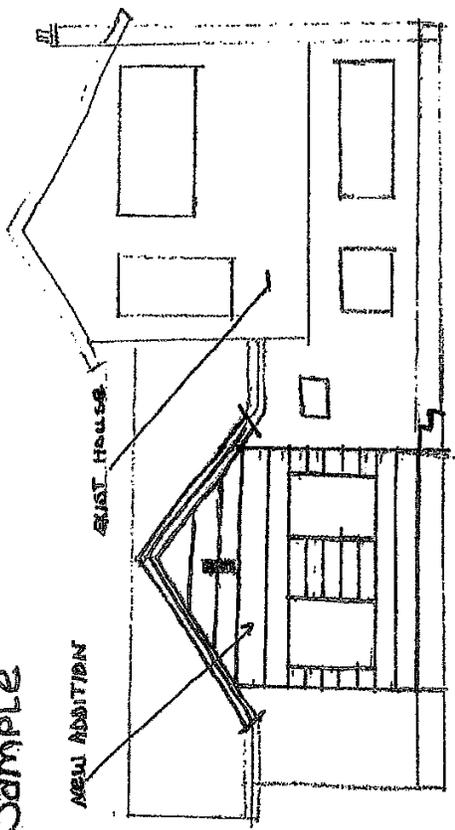
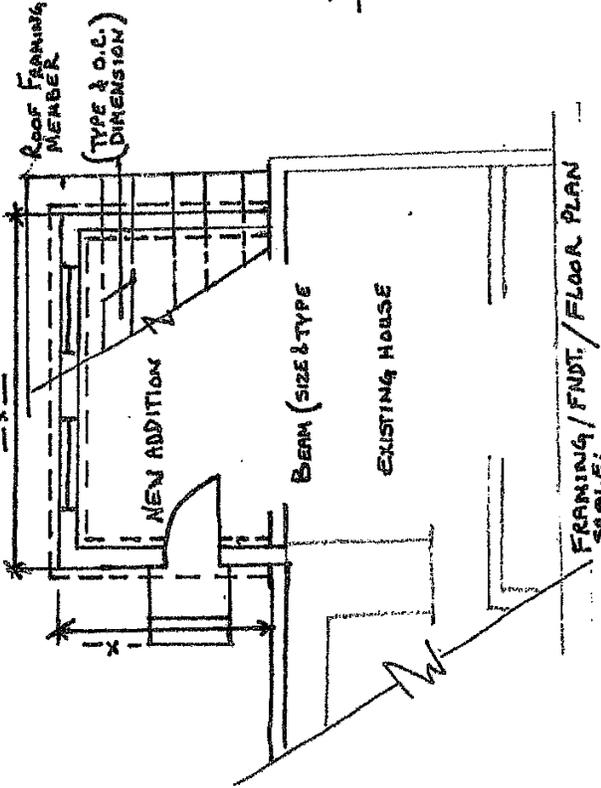
4' of Washed gravel
Required under Bsmt.
Floor on Elect. Heated
Homes.

(2) 1.2 = 4 Rebar continious

Sample



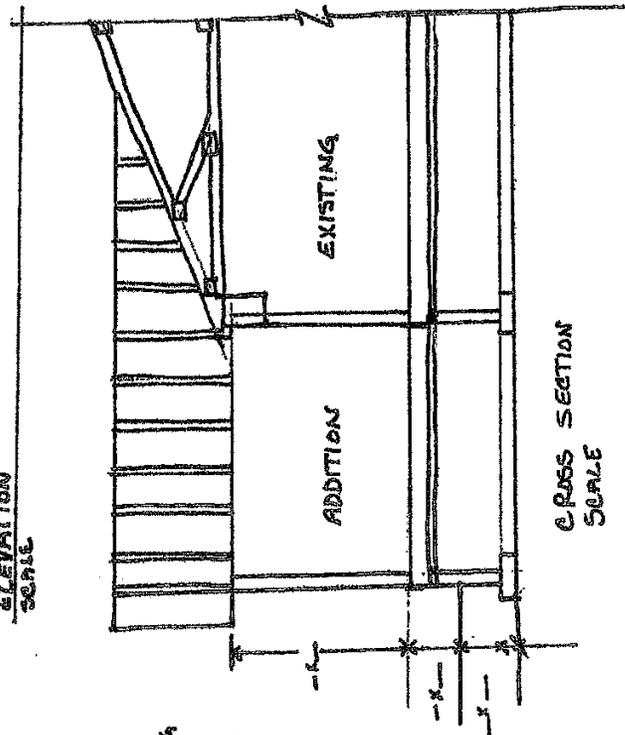
STREET NAME:
SITE PLAN:
SCALE:



ELEVATION SCALE

NOTE:

1. IDENTIFY THE SIZE OF ALL: FRAMING MEMBER FNDTS. & WALLS
2. SHOW ALL VERTICAL & HORIZONTAL DIMENSIONS
3. CLEARLY LABEL ALL SETBACK DIMENSIONS ON SITE PLAN
4. MIN. DWG. PAPER SIZE IS 18" X 24"



PLOT PLAN

Setback Area: Means the space on a lot required to be left open and unoccupied by ceilings or structures, either by the front, side or rear yard requirement, or be delineation on a recorded subdivision map.

In Agricultural Areas-and-Transitional Ag Zones:

front yard: no building or structure shall be erected nearer than fifty (50) feet from the property line adjacent to the street.

Side yard: No building shall be erected closer than twenty (20) feet to any side property line, except corner lots shall maintain a thirty (30) foot side yard adjacent to the street which intersects the street upon which the building fronts.

Rear yard: There shall be a rear yard having a depth of not less than twenty-five Feet.

